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27 February 1956

MEMORANDUM FOR: Chief, Supply Division

THROUGH: Building Supply Officer
1065 J Bldg.

SUBJECT: Justification for Electric Typewriter

1. It is requested that steps be taken to procure one(1) electric typewriter, either Remington-Rand or IBM, for use in connection with a special project under the direction of Mr. Richard M. Bissell, Jr., SA/PC/DCI. This machine will be used by the Finance Section of the Project.

2. In normal use, this machine will be running more than four hours per day and used largely for multiple copy production, cutting of financial statements, cables, etc. These tasks plus the production of many other memoranda make justification of an electric machine feasible.

Director of Materiel

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